

**Bridges Library System Board Meeting Minutes**  
**April 16, 2019**

PRESENT: Linda Ager, Dick Nawrocki, Larry Nelson, Jim Heinrich, Art Biermeier, Amy Reichert, Rose Sura, Nancy Wilhelm, Howard Pringle, Jean Yeomans

Excused: Dwayne Morris

OTHERS: Connie Meyer, Bridges Library System Director; Laura Gest, Hartland Public Library Director and APL representative; Bruce Gay, Waukesha Public Library and Resource Library representative and Meg Henke, Bridges Library System Administrative Specialist

Call to order: Linda Ager, the Board President, called the meeting to order at 6:00 p.m. at the Hartland Public Library.

Comments for the Public: None.

Correspondence: None.

Meeting Minutes: A Nawrocki/Yeomans motion to approve the minutes for the March 2019 Bridges Library System Board meeting as presented passed unanimously.

**ACTION ON THE BILLS REPORT**

*Bills Report:* A Pringle/Wilhelm motion to approve the monthly invoices for funds 205, 210 and 215 for April 2019 as submitted passed unanimously.

*Financial Report:* Connie Meyer stated there is a variance on the report for fund 210 related to the budget amount listed for reserve fund projects. The numbers on the bottom of the report show the accurate budget numbers for the reserve fund projects. A Heinrich/Sura motion to accept the February 2019 financial report passed unanimously.

**REPORTS**

*APL:* Laura Gest reported that APL discussed how various libraries handle patron accounts with high overdue items/values (\$1000). Some reported that they partner with local law enforcement on issues of this nature. There was a conversation about concerns for the LSTA grant funding. Brittany Larson will be attending a DPI hosted meeting on 4/18 as a member of the statewide advisory committee. They also discussed local circulation policies and if libraries were requiring library card or ID for check-out. There is no system wide policy on this topic. Karol Kennedy attended the most recent COLAND listening session where a summary of the PLSR discussion at took place. At this meeting, there were two COLAND representatives present to learn about the findings and process of PLSR.

*Resource Library Report:* Bruce Gay reported that Waukesha Public Library has a “Show your library card” campaign underway for discounts at about 15 local retailers. A meeting about the first floor renovation will be held on April 17<sup>th</sup>. One of the children’s librarians and the community library liaison gave a presentation at Power Up: A Leadership Conference for Youth Services Managers and Staff in Madison. They will also make this same program presentation at WLA. They were selected as the

recipient of the 2019 Bridges Library System competitive grant in the amount of the \$2,500. The grant proposal was to extend library services through outreach by creating a pop up library with e-Books. This program will be introduced in partnership with Hebron House, a local homeless shelter.

*Bridges Staff Report:* Meg Henke reported the cooperative purchase of desktops and laptops with Lakeshores Library System have arrived. Erin Kramer will be delivering them with Mellanie Mercier during their library visits. Save the Date – September 25<sup>th</sup> will be the 2019 Trustee Dinner at the Ingleside Hotel.

*Bridges Director's Report:* Connie Meyer reported that members of the Bridges Library System staff, member library directors along with Bridges Trustees Linda Ager, Art Biermeier, Nancy Wilhelm and Dick Nawrocki attended the Joint Finance Committee hearing in Oak Creek on April 10th. Thank you to Kathy Klager for organizing our large group. Karol Kennedy, Director of the Menomonee Falls Public Library, spoke to the Committee about the positive impact of the Library Memory Café for the patrons of her community. Connie stated an event with Senator Darling is being coordinated at North Shore Library. Details of this event will follow as they are finalized. Wisconsin Library Association is asking for a modest increase in state aid to library systems in the next biennial budget with an overall request of \$2.5 million in 2020 and \$4.0 million in 2021. The state budget will not likely be adopted by the time our budget for 2020 is adopted. The DPI has indicated that it is requiring a separate audit for Bridges Library System financials. They do not feel the audit completed through Waukesha County as our fiscal agent meets their requirements. Connie is working to set up a meeting with the Waukesha County accounting manager, the County's auditor, and the DPI to clarify the audit requirements. Additionally, Connie is working with Waukesha County Corporation Counsel to develop a Memorandum of Understanding between the library system and the Waukesha County department of administration in the hopes that this will formalize the existing relationship of the parties. The 2019 competitive grant recipient was selected, notified, and announced. Eight libraries submitted proposals. Connie distributed a document that provided an overview of the proposed projects and information about the selection process. A panel of six independent reviewers scored the blind proposals against a rubric. The grant was awarded to Waukesha Public Library to help develop a pop-up library program in the Hebron House homeless shelter. Next Connie spoke about Erin Kramer's onboarding as our technical services contractor. Erin has been making library visits and also met with Lakeshores Library System to discuss their processes and service offerings. Connie mentioned we are working with Milwaukee County Federated Library System and Kenosha County Library System on a collaborative effort to offer Cyber Security training using LSTA funds for this project.

#### **DISCUSSION/ACTION ITEMS**

*2019 Bridges Library System Trustee Dinner contract:* Connie presented the contract for approval. The event is scheduled to be held on Wednesday, September 25<sup>th</sup> at the Ingleside Hotel. A Nawrocki/Sura motion to approve the contract passed unanimously.

*Strategic Plan Update:* Meyer provided an updated copy with progress to date along with suggestions made by APL for minor revisions. A Biermeier/Pringle motion to approve the updated plan with the APL suggestions passed unanimously.

*PLSR Update:* Meyer reported the COLAND sessions are complete. The key take-away from the sessions illustrated that people care about libraries. The next steps will be a detailed review at DPI and a committee review the state aid funding formula.

Next meeting: **Tuesday, May 21, 2019 at 6:00 p.m.** at the **Dwight Foster Public Library (209 Merchants Ave, Fort Atkinson, WI 53538).**

At 7:34 p.m., a Yeomans/Wilhelm motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke  
Administrative Specialist

Respectfully Submitted:

Amy Reichert  
Board Secretary